

Pennsylvania School for

GLOBAL ENTREPRENEURSHIP

Course Overview

June 27—July 31, 2010

The Pennsylvania School for Global Entrepreneurship at Lehigh University, Bethlehem, PA brings Pennsylvania students together with international students from all regions of the world for a five-week residential learning experience.



The applied curriculum in the Pennsylvania School for Global Entrepreneurship includes core and elective courses, entrepreneurial exchanges and excursions, team projects with a partner enterprise, and a variety of other interactive experiences and activities.

Program Goals

Through experience and application, the students develop a way of thinking in which they:

- evaluate whether an idea is worth adopting for the purpose of becoming an innovation.
- evaluate whether the idea has the potential for success.
- understand what steps will be required to develop the idea fully.
- work as part of team and learn to value the team process.
- learn how to develop a functional business plan.

Skill Development

- Business
- Leadership
- Team Building
- Global Networking
- Project Management
- Working in a Culturally Diverse Environment



Pennsylvania School for Global Entrepreneurship Course Overview

Core Courses

The essential element of the curriculum for the program is delivered through five core courses, taught by Lehigh University faculty and community leaders. All students attend these interactive and energetic courses, and the content served as the foundation for much of the higher learning and discussion that take place throughout the summer program. Each week of the program is highlighted by a different core course. As a foundation to the curriculum, the Core Courses set the standard for the high quality of learning and discovery for the students.

- Week 1 – ***Understanding the Marketplace: A Look at the Big Picture*** with Todd Watkins, Lehigh University Professor of Economics.
- Week 2 – ***Ethics as an Entrepreneur*** with Dr. George White, Lehigh University Professor
- Week 3 – ***Fundamentals of Leadership*** with Dean Koski, Lehigh University.
- Week 4 – ***Going Global: Doing Business Internationally*** with Richard Brandt, Director, Iacocca Institute.
- Week 2 through Week 4 – ***Development of a Business Plan*** with Howard Lieberman, Community and Economic Development, City of Bethlehem.



Life Skills Courses

Project Management
Public Speaking
Dine Like a Diplomat
Team Building Ropes Course
Marketing Plan Development
Understanding Financial Statements
Resume Writing

Special Sessions

Survival Exercise – Team Leadership
Adaptive-Innovative Theory—Learning Your Leadership Style
Communicating Leadership
Globally Speaking: Cultural Intelligence for the Global Marketplace
Globalization: Dream or Disaster
Micro-Finance Lending
Community Service Day
The Role of Government in Business Assistance—DCED
College and Career – Admissions and Financial Aid

Pennsylvania School for Global Entrepreneurship Course Overview

Focus/Core Courses

Each week, students select a different focus course in which to participate. Facilitated by university faculty and staff and global business leaders, the focus courses are an opportunity for the students to get involved in a specific area under the grand topic of global entrepreneurship. The focus courses are made up of 15 to 20 students and the seminar style of each course provides for a very interactive and hands-on learning opportunity.

Examples of Focus Courses include:

Win-Win Negotiating: Essential Skills for Entrepreneurs
 Non-Profit Entrepreneurship
 How CEO's Think
 Trading and Investing: Using Tools and Information from Wall Street
 Financing Alternatives: Access to Capital for Your Business
 Human Resource 101
 Understanding the European Union and Global Financial Markets
 Creativity for Business Leaders
 Cross Cultural Communication
 Strategy Competitiveness and Human Sources of the Globalization Era
 Workplace Success for Entrepreneurs
 Bootstrap Entrepreneurship

Entrepreneurial Exchanges

A highlight of the curriculum is the Entrepreneurial Exchange. On each campus day, a featured Entrepreneur in Residence meets with the students. During the Entrepreneurial Exchange, the Entrepreneur address the following topics with the students:

- Background including education and training.
- Company overview and history.
- Personal philosophy about being successful in business.
- Qualities necessary to be an entrepreneur.
- Strategies for success in entrepreneurial ventures.
- Lessons learned and risks taken.
- Advise for the young entrepreneurs as they begin their academic/professional careers.





Pennsylvania School for Global Entrepreneurship Course Overview

Entrepreneurial Experiences and Team Projects

An outstanding feature of the program is the Entrepreneurial Experience where students have an applied opportunity to partner with a company or enterprise to learn first hand about what it takes to be successful in global business. Students will work in teams of six (along with a Lehigh University Adviser) at the company sites each Monday during the summer.

Partner companies for the Entrepreneurial Experiences include: Just Born, Arts Lehigh, Channel 69 News, PBS Channel 39, City of Bethlehem, The Morning Call, FMI Inc, ORBEL, Northampton County Historical and Genealogical Association, Current Concepts, JF Magic, Rodale, and Martin Guitar, and more....



Each Global Entrepreneurship Team will present its findings to business and community leaders, Lehigh faculty, and other program students in a formal presentation during the final week of the program.

- During the first meeting, company executives provide the students with a tour of the company, an understanding of the enterprise operation, and a chance to meet company executives/managers/employees. They also present an “organizational opportunity” – a problem or area of concern in the company – that needs to be addressed. Company leaders share the details of this organizational opportunity, which is the springboard for the students to begin their team work to develop solutions/recommendations to address the problem.
- When appropriate, the teams attend scheduled meetings, presentations or visits to give the students more insight into the company. Students at the sites also have the chance to shadow the entrepreneurs, as well as talk one-on-one with employees and clients. All of these experiences add to the knowledge base of the students, as they work through their plans to develop solutions/recommendations to assist the company with their global problem.
- The culminating project for the students is the opportunity to work together in small teams to thoroughly investigate and research the problem presented to them by the business leaders. The teamwork takes place throughout the five weeks, not just during the Monday work sessions at the company sites. The students have access to all of Lehigh’s libraries and internet resources, as well as the benefit of the many experiences and seminars offered during the program.

Pennsylvania School for Global Entrepreneurship Course Overview

Global Village Country Presentations

A unique opportunity for the students is the chance to attend a variety of Global Village Country Presentations. These interactive seminars, presented by interns from Iacocca Institute's Global Village, focus on a particular region of the world and are led by interns from individual countries within the region. In addition to an informative PowerPoint presentation on what it means to do business in that particular region of the world, participants then enjoy a panel presentation with dialogue and discussion.

The Country Presentations give students a very special opportunity to learn first hand about global entrepreneurship and business from emerging business leaders from those countries.

The Country Presentations provide the students with detailed information and material focusing on six particular areas of the world including: North America, Asia, Africa/Middle East, Western Europe, Eastern Europe, Latin and South America.



Educational Field Trips

All students will take part in valuable learning experiences during the 2009 field trips.

- United Nations, New York
- Federal Reserve Bank of New York
- Philadelphia Entrepreneurial Organizations
- Harrisburg Capitol

The support of the local, national and international business community is a tremendous asset of the Pennsylvania School for Global Entrepreneurship and is one of the primary reasons for the program's success. Lehigh University and the Iacocca Institute enjoy strong relationships with entrepreneurs and leaders of industry that were a great support as this program was initiated.

Leadership Project

Upon completion of the program, each student is required to complete a Leadership Project. This project reflects what the student learned and experienced through the program and it is to be an activity/project that will impact the student's community or school. The program office will work with the students in the weeks and months following the program to support and assist the Leadership Projects as needed.





Pennsylvania School for Global Entrepreneurship Course Overview

Residence Life

To support the goal of students living in and creating a community of learners, an extensive plan for programming within the residence halls is in place. Residence Life staff offer a variety of social, cultural and recreational programs and activities to take place in the evenings and during the weekends, to support the Global Entrepreneurship curriculum and to encourage interaction among the participants. Highlighted programs include Salsa Dancing, Swing Dancing, Capture the Flag, and a Talent Show.



Staff

To support the program, the live-in staff includes a residence life coordinator and ten student mentors. Student mentors are all undergraduate or graduate students who have experience with international students and travel, residence life and/or are a former participant of the program. The ten student mentors live on the floors with the students and are with them throughout the program. The mentors complement and supplement the formal curriculum by enhancing the quality of life in the residence halls. The mentors are responsible for promoting an environment conducive to the individual rights and responsibilities of students.

Mentor Groups

Students have a daily opportunity to reflect on their summer experience by meeting with Mentor Groups. Facilitated by student mentors, the Mentor Groups are a chance for the students to come together in small, safe groups to share feedback and reaction to the program. The trained student mentors facilitate each mentor group meeting so that all students can participate and share. The Mentor Groups are especially helpful to the international students as they adjust and learn from the program.

Residence Hall Facilities

Students and staff are housed in residence halls (Palmer-Stevens) on Lehigh's campus with social activities held in the common areas of each hall. Members of the opposite sex are not allowed in the sleeping room areas of either hall at any time, with the exception of the student mentors. The residence halls are traditional-style dormitories, with common areas and common bathrooms. Student meals are in the Dining Hall on campus, or at local restaurants.

Pennsylvania School for Global Entrepreneurship Course Overview

International Student Liaison

The International Student Liaison is another way to ensure that the international students' needs and concerns are being met and addressed. From the moment the students are admitted into the program, the Liaison is in touch with them via email and she works in partnership with the PSGE Director, to keep in constant contact with the international students. A handbook specifically written for International students was prepared and sent to each of the students. The Liaison works with each student to answer a variety of questions including what to bring to how to get I-20's processed and what to expect from the program.

Health Center

Students arrive on campus with evidence of medical coverage, but on occasion, students need to use the campus Health Center. Copies of health forms are provided to the Health Center for use if necessary. Additionally, the Health Center serves as a resource to us if a student would need to go to the local hospital. The local hospital is located approximately 1 mile from campus.

Information Resources/Libraries

Each student is assigned a computer user ID so that each student has computer access to Lehigh's system. With their university ID cards, students also have access to Lehigh's libraries and resource materials. Students are able to use all facilities and resources while working in the libraries. Also, scholars benefit from targeted training sessions, facilitated by IR and library staff, to learn about the computing and research facilities. Throughout the five-week program, students then have access to computing labs across campus for work and for personal email and communication.

Tuition: US \$2950

The tuition fee for the five-week program includes all housing, food, program sessions, educational materials, and educational excursions. Travel to and from Lehigh University from your home are NOT included in the program costs.

For an application or further information, please visit:
www.iacocca-lehigh.org and click on High School Program

For specific questions contact: Trisha S. Alexy, Director
E-mail: tsa2@lehigh.edu

Pennsylvania School for Global Entrepreneurship
Iacocca Institute, 111 Research Drive
Bethlehem, PA 18015-4732
Phone: (610) 758-6886 Fax: (610) 758-6550

LEHIGH UNIVERSITY®

Pennsylvania School for

GLOBAL ENTREPRENEURSHIP

111 Research Drive, Iacocca Institute, Lehigh University, Bethlehem, PA 18015, USA

Website: www.iacocca-lehigh.org, Phone: 610-758-3401, Email: tsa2@lehigh.edu

June 27 – July 31, 2010

Pennsylvania Student 2010 PSGE Application Form

Application Deadline:

Application must be received by the program office before February 15, 2010.

Notification:

Applicants will be notified of their final status by email during the second week of April, 2010.

Pennsylvania Student Eligibility:

- The applicant must be a current Pennsylvania sophomore or junior (**age 16-18**) in secondary school or homeschooled.
- The applicant who accepts an invitation to attend the program must commit to being in residence for the full 35-day program, which does not allow trips home or other absences.
- Completed application must be returned by February 15, 2010.

Application Information:

Application to PSGE is a competitive process: Not all applicants will be accepted. The selection committee evaluates each application individually, and looks for evidence of academic ability, leadership, entrepreneurship, and community service. To date, the program has had participation from international students representing Afghanistan, Antigua Barbuda, Argentina, Australia, Belarus, Brazil, Bulgaria, Canada, Columbia, Czech Republic, Denmark, England, Germany, Ghana, Greece, Guatemala, Hong Kong, India, Ireland, Israel, Italy, Jordan, Kazakhstan, Korea, Kuwait, Malaysia, Mexico, Moldova, Netherlands, Palestine, Panama, Peru, Poland, Portugal, Romania, Russia, Serbia, Slovakia, Slovenia, Spain, Switzerland, Turkey, Ukraine, United States, and Zimbabwe.

Application Contents:

- ___ Program and Application Information (pages 1 and 2) –Please keep for your records
- ___ Personal Data Form and Authorizations (pages 3 and 4)
- ___ Application Essays – Narrative and Chief Essay (Please attach to pages 3 and 4)
- ___ Resume or C.V. (Please attach to pages 3 and 4)
- ___ Social Studies/Business Teacher Reference Form (page 5 and 6)
- ___ Language Arts/English Teacher Reference Form (page 7 and 8)
- ___ Guidance Counselor Reference Form (pages 9 and 10)
- ___ Copy of Secondary School Transcript – (Counselor to attach to pages 9 and 10)
- ___ Scholarship Assistance Information and Application Requirements (Page 11)

Program Overview:

The Pennsylvania School for Global Entrepreneurship is a unique, five-week, residential summer program for high school students (ages 16-18), that is held at Lehigh University in Bethlehem, Pennsylvania, USA. The students who are accepted to PSGE are highly motivated, thoughtful, hard-working, and entrepreneurial in character. The program brings together Pennsylvania students with international students from all regions of the world.

PSGE students will attend sessions on topics pertaining to entrepreneurship, global networking, team building, project management, leadership and working in a culturally diverse environment. Sessions are facilitated by Lehigh faculty members as well as entrepreneurs and leaders of the business community. All students will attend core courses, as well as have the option to select elective courses each week. Entrepreneurial exchanges with leaders from business, industry, government, education and the non-profit community will be a part of each weekly schedule, as will entrepreneurial excursions to local sites of interest including field trips to New York City, Philadelphia and Harrisburg.

Working in teams according to skill and interest areas, students are assigned to a real-world company where they will spend Monday afternoons working on a project and problem-solving for that organization. Students prepare a formal marketing or business plan and presentation for the company executives.

Global Village Country Presentations and Special Sessions:

A unique opportunity for program participants is the chance to attend a variety of Global Village Country Presentations and Globalization Session. These interactive seminars, presented by interns from Iacocca Institute's Global Village, focus on a particular region of the world and are led by interns from individual countries within the region. In addition to an informative presentation on what it means to do business in that particular region of the world, participants then enjoy a panel presentation with dialogue and discussion. The Country Presentations give students a very special opportunity to learn first hand about global entrepreneurship and business from emerging business leaders from those countries.

Fees and Expenses:

Tuition for the 2010 program is \$2,950.

This fee includes all tuition, course materials, recreational activities, field trips, housing and meals for the duration of the five-week program. While the actual cost of the program is close to \$4000, Lehigh University's Office of International Affairs, Iacocca Institute is proud to underwrite more than \$1000 of the program's cost for each student to attend the 2010 PSGE program.

We are currently working on securing a limited amount of additional scholarship money to assist applicants who are accepted to PSGE 2010 and who demonstrate financial need. If you cannot afford to attend the program and would like to apply for some scholarship funding, please ask your parent/guardian to sign on p. 11 and download a Statement of Financial Need form from www.iacocca-lehigh.org, High School Program, Scholarship Assistance. Please note that scholarship funding is limited; there is no guarantee that students who apply for scholarship funding will receive it.

Student Life:

Students will be housed in Lehigh University dormitories and eat in the university cafeteria and local restaurants during the program. To support the goal of students living in and creating a community of learners, an extensive plan for programming within the residence halls is in place. Residence Life staff (Ratio of one staff member for seven students) offer a variety of social, cultural and recreational programs and activities to take place in the evenings and during the weekends, to support the Global Entrepreneurship curriculum and to encourage interaction among the participants.

The live-in staff includes a residence life coordinator and ten student mentors. Students and staff are housed in residence halls (Palmer-Stevens) on Lehigh's campus with social activities held in the common areas of each hall. Members of the opposite sex are not allowed in the sleeping room areas of either hall at any time, with the exception of the student mentors. The residence halls are traditional-style dormitories, with common areas and common bathrooms.

2010 PSGE Personal Data Form

PROCEDURES CHECKLIST

- ☐ **TYPE OR CLEARLY PRINT ALL INFORMATION REQUESTED ON THIS PAGE IN DARK INK.**
- ☐ **COMPLETE Parts I, II, III and IV. Staple** responses required in Part II to this form. **Read and sign** Part III. The parent/legal guardian must **read and sign** Part IV.
- ☐ Applications must be received at Lehigh University by February 15, 2010.
- ☐ Information: (610-758-3401) Monday thru Thursday 8:30 a.m. – 4:30 p.m., except holidays.

PART I: Student Information

Intermediate Unit _____ Applicant's Current Grade Level _____

Student's Name _____ ☐ Male or ☐ Female
first middle last

Permanent Home Address _____
street or box number street or route city state zip

Home Telephone (_____) _____

Name of High School _____ ☐ Public or ☐ Non-Public

Name of School District in which you reside (even if you do not attend the public school) _____

Parent's or Legal Guardian's Full Name _____

Parent's or Legal Guardian's Home Address _____
(If different from above) *street or box # street or route city state zip*

Student's Date of Birth ____/____/____
month day year

Student email _____ Parent email _____

A. Please rank in order of interest (with 1 signifying most interest and 12 signifying least level of interest):

____ Non-Profit/Community Service	____ Journalism	____ Environmental Initiatives	____ Education
____ Finance/Banking/Global Markets	____ Architecture	____ Arts	____ Government
____ Manufacturing/Engineering	____ Health/Medicine	____ Sports	____ Marketing

B. How did you learn about the PA School for Global Entrepreneurship program?

☐ Counselor/teacher ☐ Program Alumni ☐ Newspaper Article ☐ Website ☐ Other _____

C. Describe your Community: _____ Rural/Small Town _____ Urban _____ Suburban

D. **OPTIONAL:** How do you identify yourself? Please check one below. This information is confidential and will be used for statistical accounting.

☐ African American ☐ Asian ☐ Caucasian/White ☐ Hispanic/Latino ☐ Indian
☐ Asian ☐ Middle Eastern ☐ Native American Indian/Alaskan/Hawaiian
☐ Other _____

Have you ever started or considered starting your own business? If so, please describe briefly: _____

PART II: PSGE Application

The following responses are required. Staple your work to this page. An application missing any part may be disqualified for incompleteness. These responses receive emphasis in the selection process. The selection criteria are available online at www.iacocca-lehigh.org click on High School Program.

A. NARRATIVE STATEMENT

- **Format:** Essay format, 1 page maximum, typed/word-processed, double-spaced, letter quality font no smaller than 12 points. Your name should appear at the top of the page. Title the essay "Narrative Statement."
- **Prompt:** Introduce yourself to the selection committee. This statement should reveal your personality, work style, why you are interested in PSGE and how you intend to contribute to the program.

B. EXTRACURRICULAR RESUME

- **Format:** Resume format, 2 page maximum, typed/word-processed, single or double-spaced, letter quality font no smaller than 12 points. Your name should appear at the top of each page.
- **Prompt:** List extracurricular activities, special study projects or activities in which you have been involved in the past two years, in your school, community or personal pursuits. Identify your role in each. List academic awards or special recognition you have received in high school and the nature and source of each.

C. CHIEF ESSAY

- **Format:** Essay format, 2 pages maximum, typed/word-processed, double-spaced, letter quality font no smaller than 12 points. Your name should appear at the top of each page. Title the first page with the theme of the essay.
- **Sources:** Cite sources used to back up discussion of your topic.
- **Prompt:** Select a current issue related to global entrepreneurship and discuss the problems and possible approaches or solutions you recommend, and explain your interest in the issue. You may select one topic from the suggestions below or a global entrepreneurship issue of your own choosing.
 - ◆ Ethics and Entrepreneurship
 - ◆ The Role of Creativity in Entrepreneurship
 - ◆ The Biggest Challenge Facing Global Entrepreneurs Today
 - ◆ Using the Internet as a Global Business Opportunity
 - ◆ Global Entrepreneurship: Is the Risk Worth the Reward?

PART III: Applicant's Statement and Signature

- *I certify that to the best of my knowledge all of the information I have provided is accurate and that the work submitted is my own.*
- *I acknowledge that information about my selection to the Pennsylvania School for Global Entrepreneurship and the projects I may develop there may be shared with the public.*
- *I understand that **it is my responsibility** to return this form and the required attachments **directly to Lehigh University** by the February 15, 2010 due date*

APPLICANT'S SIGNATURE _____ DATE _____

PART IV: Parent/Guardian's Statement and Signature

- *I have reviewed the information on this form and give my permission for my child to proceed with the application procedures. I authorize my child's school and its employees to release any information necessary for this application.*
- *If my child is selected to attend the PA School for Global Entrepreneurship, I understand that there is a program fee of \$2950 that covers the cost of all meals, housing, tuition, course materials, in-program transportation and field trips during the five week program. However, transportation to and from Lehigh University is not covered in the program fee.*

PARENT/GUARDIAN'S SIGNATURE _____ DATE _____

2010 PSGE Social Studies/ Business Teacher Reference

Applicant's Name _____ Counselor _____
High School _____ Current Grade Level _____
Name of Teacher _____ Subject _____

PROCEDURES

- WHO MAY COMPLETE THIS FORM:** A teacher in any course considered "social studies" or "business," who has had the applicant in class or as an advisee, may complete this form. The choice of the reference is the applicant's. The applicant need not be studying with the reference at present; however, the student should be careful to choose someone who can best and most completely answer all questions on both sides of this form. *Parents or legal guardians may not complete forms for their children.*
- BOTH SIDES OF THIS FORM MUST BE COMPLETED FROM PARTS I THROUGH IV.** Using the criteria below, and on the reverse of this page (page 6), please evaluate the applicant in detail. The PSGE program is seeking evidence of mature and conscientious study; a commitment to examining complex issues related to global entrepreneurship and small business; the ability to apply analytical processes, research and technology; and the flexibility to work both independently and in cooperation with culturally diverse peers and adults.
- This form must be signed and dated on the reverse side (page 6) in part IV.**
- Please complete this form and return it immediately to the student in a sealed/signed envelope.** The application is due to Lehigh University on February 15, 2010.
- The application will be disqualified if it is late or incomplete.**
- Further applications can be downloaded from www.iacocca-lehigh.org and click on High School Program.**

Part I

For each item below, please assess the applicant by assigning one of the following values:

*A = Exceptional B = Above Average C = Average D = Below Average
E = No Opportunity to Observe*

___ analytical ability	___ reaction to and use of criticism
___ initiative and independence	___ industry and energy level
___ written communication skills	___ ability to do creative research
___ oral expression	___ leadership activities
___ creativity	___ organizational skills
___ flexibility	___ tolerance of others
___ ability to work in a team	

Part II

How does the applicant compare in overall promise with other students with whom you have had contact in the last three years? **Please check one statement below:**

- ☐ Among the very best I have known
☐ Very good, but not the very best
☐ Average
☐ Below average

PART III: Summary Comments

Please write a statement about this applicant's strengths and weaknesses, explaining why you rated the applicant as you did in Parts I and II. Please cite examples of outstanding contributions, achievements or challenges. Your response is important and will assist the selection committee in understanding if this student is ready for a sustained, intensive living/learning experience.

You may use the space below or staple a letter to this form. Please check here if you are attaching a letter ☐.

PART IV: Recommendation

Please check one selection below to indicate your recommendation for the applicant for the Pennsylvania School for Global Entrepreneurship.

- ☐ Highly recommended ☐ Recommended ☐ Recommended with reservations
☐ Not recommended

Signature _____ Date _____

Email Address _____ (print clearly)

Address _____

How long and in what capacity have you known the applicant?_____

2010 PSGE English/Language Arts Teacher Reference

Applicant's Name _____ Counselor _____
High School _____ Current Grade Level _____
Name of Teacher _____ Subject _____

PROCEDURES

1. **WHO MAY COMPLETE THIS FORM:** An English or Language Arts Teacher may complete this form. The choice of the reference is the applicant's. The applicant need not be studying with the reference at present; however, the student should be careful to choose someone who can best and most completely answer all questions on both sides of this form. *Parents or legal guardians may not complete forms for their children.*
2. **BOTH SIDES OF THIS FORM MUST BE COMPLETED FROM PARTS I THROUGH IV.** Using the criteria below, and on the reverse of this page (page 8) please evaluate the applicant in detail. The PSGE selection committee is seeking evidence of mature and conscientious study; a commitment to examining complex issues related to global entrepreneurship and small business; the ability to apply analytical processes, research and technology; and the flexibility to work both independently and in cooperation with culturally diverse peers and adults.
3. **This form must be signed and dated on the reverse side (page 8) in Part IV.**
4. **Please complete this form and return it immediately to the student in a signed/sealed envelope. The application is due to Lehigh University on February 15, 2010.**
5. The application will be disqualified if it is incomplete.
6. Further applications can be downloaded from www.iacocca-lehigh.org and click on High School Program.

Part I

For each item below, please assess the applicant by assigning one of the following values:

*A = Exceptional B = Above Average C = Average D = Below Average
E = No Opportunity to Observe*

___ analytical ability	___ reaction to and use of criticism
___ initiative and independence	___ industry and energy level
___ written communication skills	___ ability to do creative research
___ oral expression	___ leadership activities
___ organizational skills	___ flexibility
___ creativity	___ tolerance of others
___ ability to work in a team	

Part II

How does the applicant compare in overall promise with other students with whom you have had contact in the last three years? Please check one statement below:

- ☐ Among the very best I have known
☐ Very good, but not the very best
☐ Average
☐ Below average

COMPLETE PARTS III AND IV ON PAGE 8.

PART III: Summary Comments

Please write a statement about this applicant's strengths and weaknesses, explaining why you rated the applicant as you did in Parts I and II. Please cite examples of outstanding contributions, achievements or challenges. Your response is important and will assist the selection committee in understanding if this student is ready for a sustained, intensive living/learning experience.

You may use the space below or staple a letter to this form. Please check here if you are attaching a letter ☐.

PART IV: Recommendation

Please check one selection below to indicate your recommendation for the applicant for the Pennsylvania School for Global Entrepreneurship.

- ☐ Highly recommended ☐ Recommended ☐ Recommended with reservations
☐ Not recommended

Signature _____ Date _____

Address _____

Email Address _____ (please print clearly)

How long and in what capacity have you known the applicant? _____

2010 PSGE Counselor Recommendation Form

Applicant's Name: _____
High School _____
Counselor's Name _____
School Address _____

Intermediate Unit _____
Applicant's Current Grade Level _____

INFORMATION: (610) 758-3401 (Monday thru Thursday), except holidays.

PART I: Procedures Checklist

- ☐ **Required:** This applicant must be a current **sophomore or junior**. *No other grade levels are eligible.*
- ☐ **Required:** Complete both sides of this form, Parts II – VII, filling in all information requested in Parts III and IV, even if it appears on the transcript. *Application missing information may be disqualified for incompleteness.*
- ☐ **Required:** Attach the applicant's TRANSCRIPT and current grades as requested in Part II.
- ☐ **Optional but recommended:** Attach a LETTER, if you wish, in response to Part VII. Otherwise write in space provided.
- ☐ **The application is due February 15, 2010.** Student is responsible for gathering all recommendations and mailing application to Lehigh University. Please provide this recommendation form, transcript and current report card to the student in a sealed envelope. **Further applications can be downloaded from www.iacocca-lehigh.org**

PART II: Transcript

- ☐ **Attach** the applicant's **transcript and current report card** to this form.

PART III: Attendance Record

- ☐ Number of absences in the last full academic year: _____
IMPORTANT: If the number exceeds 10, please state reason(s) and whether the number has remained high this year.
- ☐ Number of tardies in the last full academic year: _____
IMPORTANT: If the number exceeds 5, please state reason(s) and whether the pattern of tardiness has changed in the current year.

PART IV: Academic Scores and Standing

- ☐ Please complete the following information as thoroughly as possible, even if it appears on the transcript. *If there are no PSAT or SAT scores to report, please explain why:*

Class rank, if available _____ Class size _____ Grade Point Average _____ Scale _____

Test Scores: PSATs: Verbal/Critical Reading _____ Writing _____ Math _____ Date _____
SATs: Verbal/Critical Reading _____ Writing _____ Math _____ Date _____

Other Tests (Please define acronyms _____):

Date _____ Test _____
Date _____ Test _____
Date _____ Test _____

Counselor Recommendation 2010

PART V: Counselor's Recommendation

- ☐ Please check one selection below to indicate your recommendation for the applicant for the Pennsylvania School for Global Entrepreneurship:

- ☐ Highly recommended ☐ Recommended ☐ Recommended with reservations
☐ Not recommended

PART VI: Counselor's Statement

- ☐ Please comment on the applicant's special qualities, challenges or problems of which the selection committee should be aware. You may attach a letter if necessary or use this space. Check this box if attaching a letter ☐.

PART VII: Counselor's Signature

Signature _____ Date _____

Email address _____ Office Number _____

Scholarship Assistance:

- ☐ Limited scholarship funds are available for Pennsylvania students whose total family income falls below the federal guidelines. Please go to www.iacocca-lehigh.org, click on **High School Program, Scholarship Assistance** to download a **Financial Need Statement** and federal income guideline chart. Check this box if scholarship assistance is requested. ☐

Please attach the completed Financial Need Statement to this application.

I understand that if my son/daughter is selected in mid-April to attend the program, a copy of my 2009 tax return will be required to be sent to Lehigh University by April 30th for verification before any scholarship funds are awarded.

Parent Signature _____ Date _____

APPLICATION RESPONSIBILITIES AND UNDERSTANDINGS

- ◆ **DO NOT WAIT UNTIL THE LAST WEEK TO COMPLETE THE APPLICATION.**
- ◆ **NOTIFY COUNSELOR AND TWO TEACHER REFERENCES OF INTENTION TO FILE APPLICATION WELL IN ADVANCE OF DEADLINE.** Discuss "pre" deadlines for completing work in order to send off completed application on time.
- ◆ **REVIEW ALL FORMS BEFORE PROCEEDING WITH THE APPLICATION PROCESS.**
- ◆ **SUPERVISE COMPLETION:** The applicant is responsible for staying in communication with the counselor and teacher references to make sure the application is completed appropriately and sent off to Lehigh University by the postmark deadline.
- ◆ **REFRAIN FROM ADDING UNSOLICITED REFERENCES, RECOMMENDATIONS OR MATERIALS.** Send only those requested. Do not add newspaper clippings, photographs, research papers, certificates or other unsolicited materials. Extraneous letters of recommendation other than the two teacher references and the counselor's recommendation and other unsolicited materials will be removed from applications. The selection panel will not see them.

APPLICATION PROCEDURES

- **TEACHER REFERENCES:** Select one social studies teacher and one English teacher, as per guidelines on the respective forms, pages 5 – 6 and 7 – 8 of the application, to serve as references. Fill out the information lines on the tops of the forms and give them to teachers. After completing forms, teachers place references in sealed envelope and return to student.
- **GUIDANCE COUNSELOR RECOMMENDATION:** Fill out the information lines on the top of the form (page 9) and give the full form (pages 9 - 10) to the counselor. Counselor please return pages 9-10 in sealed envelope to student.
- Please ask your guidance counselor to attach a copy of your academic record in high school/secondary school to date. This should list the classes you have taken and your final grades.
- **PERSONAL DATA FORM:** Complete the information lines on page 3 of the application and respond to the prompts on page 4 (resume of extracurricular activities, narrative statement and essay). Staple these responses to page 4 of the application.
- **STUDENT SUBMISSION:** Student is responsible for submitting the Personal Data Form, essays, resume, the two teacher references, the counselor's information (page 10) and the applicant's transcript and current report card.

Application must be received no later than February 15, 2010

Our mailing address is:

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